

FREQUENTLY ASKED QUESTIONS

Regarding 2005-2006 Financial Incentives Available for National Board Certification

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Part 1: Legislative Provisions

1) Were there any legislative changes during the 2005 session?

No changes were made to the program. House File 816 appropriated funds from the state's general fund for the entire program in the 2005-2006 fiscal year. This legislation also extended the sunset for new participants until June 30, 2006, in order to appropriately determine how NBC fits into the evolving upper career levels under the teacher quality legislation. The amount of the registration fee reimbursement and annual award is prorated if demand exceeds available appropriated funds.

Part 2: Introductory Questions - Eligibility

2) What is National Board Certification?

National Board Certification is a certification program designed and administered by the NBPTS. National Board Certification is available to teachers nationwide and requires candidates to demonstrate their teaching practice as measured against high and rigorous standards. Certification is for a ten-year period. Candidates are required to participate in a two-part assessment consisting of portfolio entries and assessment center exercises. The certification process takes approximately one year. The NBPTS requires candidates to have completed three years of successful teaching and have a valid teaching license for each of those three years.

The registration fee to apply for NBC is \$2,300. There is also a \$65.00 processing fee that is separate from the registration fee. Shortly after December 1, 2005, the DE will pay each eligible teacher's initial registration fee directly to the NBPTS. The fee will not be mailed to the NBC candidate. The initial registration fee will be \$1,150 or, if necessary, a prorated amount. The DE will notify all candidates of the amount paid to the NBPTS on their behalf. Candidates must mail the balance of the registration fee no later than January 31, 2006, to:

NBPTS
c/o Bank of America, Illinois
P.O. Box 99406
Chicago, IL 60693

For additional information about the certification process, contact:

NBPTS
Processing Center
PO Box 6887, MS 10-Q, Room Q941
Ewing, NJ 08628-6887
Telephone: 1-800-228-3224

OR

Pam Pfitzenmaier
Iowa Department of Education
Grimes State Office Building
Des Moines, IA 50319-0146
E-mail: pam.pfitzenmaier@iowa.gov

3) In what areas can a teacher receive certification?

In 2005-2006, certification is available in the following highlighted areas:

Certificate						
		For Candidates with Students in this Age Range				
Developmental Level	Discipline	3-8	7-12	11-15	14-18+	Applicable Standards
Early Childhood	Generalist					Early Childhood/Generalist
Middle Childhood	Generalist					Middle Childhood/Generalist
Early and Middle Childhood	Art					Early Childhood and Middle Childhood/Art
Early Adolescence through Young Adulthood	Art					Early Adolescence through Young Adulthood/Art
Early Adolescence through Young Adulthood	Career and Technical Education					Career and Technical Education
Early and Middle Childhood	English as a New Language					English as a New Language (ages 3-18+)
Early Adolescence through Young Adulthood	English as a New Language					English as a New Language (ages 3-18+)
Early Adolescence	English Language Arts					Early Adolescence/English Language Arts
Adolescence and Young Adulthood	English Language Arts					Adolescence and Young Adulthood/English Language Arts
Early Childhood though Young Adulthood	Exceptional Needs Specialist (for teachers of students ages birth-21+)					Exceptional Needs (ages birth-21+)
Early Childhood through Young Adulthood	Library Media					Library Media
Early and Middle Childhood	Literacy: Reading-Language Arts					Early and Middle Childhood/Literacy: Reading-Language Arts (ages 3-12)
Early Adolescence	Mathematics					Middle Childhood through Early Adolescence/Mathematics (ages 7-15)
Adolescence and Young Adulthood	Mathematics					Adolescence and Young Adulthood/Mathematics
Early and Middle Childhood	Music					Music (ages 3-18+)
Early Adolescence through Young Adulthood	Music					Music (ages 3-18+)
Early and Middle Childhood	Physical Education					Physical Education (ages 3-18+)
Early Adolescence through Young Adulthood	Physical Education					Physical Education (ages 3-18+)
Early Childhood through Young Adulthood	School Counseling					School Counseling
Early Adolescence	Science					Early Adolescence/Science
Adolescence and Young Adulthood	Science					Adolescence and Young Adulthood/Science
Early Adolescence	Social Studies-History					Social Studies-History (ages 7-18+)
Adolescence and Young Adulthood	Social Studies-History					Social Studies-History (ages 7-18+)
Early Adolescence through Young Adulthood	World Languages Other Than English					World Languages Other Than English (ages 3-18+)

Please note that some of the certificates listed here may only be available on a limited basis depending on candidate demand. Future administration schedules will depend in part on candidate demand as indicated by the number of first-time applications received with payment by NBPTS as of the end of the application period each year. Visit the NBPTS Web site for updated information at <http://www.nbpts.org/>.

4) Can a teacher get the necessary NBC applications from the DE?

No. You must apply online at http://www.nbpts.org/candidates/guide/4_onlapp.html. The NBPTS will only accept applications online except under special circumstances. For additional information on applying, please contact the NBPTS at 1-800-22TEACH.

5) What financial incentives are available for NBC teachers?

a) Annual Awards

NBC prior to May 1, 2000: A maximum \$5,000 award per year for ten years or until the teacher's total state annual award amount reaches \$50,000, whichever occurs first. This includes teachers certified prior to 1998 and successful 1998-1999 NBC candidates.

NBC after May 1, 2000: A maximum of \$2,500 award per year for ten years.

b) \$2,300 Registration Fee Reimbursement

NBC candidates may apply within one year of their NBC registration to receive:

INITIAL: A maximum of \$1,150 of the registration fee upon verification of application.

FINAL: A maximum of \$1,150 of the registration fee upon achieving NBC.

Individuals who received the initial registration fee reimbursement from this program at any previous time are not eligible for an additional initial fee reimbursement.

IMPORTANT NOTE: Under Iowa Code section 256.44(2) the DE is required to prorate the amount of the reimbursement award and the annual award if the number of applicants exceeds the funding available. As such, applicants will receive the maximum amount or, if necessary, a lesser prorated amount. Annual appropriations by the legislature are required to maintain any NBC award program.

6) If an NBC candidate did not achieve certification, what are the candidate's options?

National Board Certification candidates can bank scores for a total of 36 months from the date an initial, non-refundable fee is processed by the NBPTS. For more information about banking NBC scores, call the NBPTS at 1-800-22TEACH.

Upon certification, candidates will be eligible to receive a \$2,500 annual award for ten years. Annual legislative appropriations are required to maintain this NBC program.

7) For this fiscal year, what are the deadlines a teacher must meet in order to qualify for the financial incentives?

The following application deadlines apply:

September 15, 2005: Last day for NBC candidates to submit a copy of their NBC online application to the DE.

May 1, 2006: Last day for NBC teachers to submit application for the annual award to the DE. (Information on applying for the annual award will be sent via e-mail once candidates are notified of certification.) **This application will contain a check-off for teachers to receive the final registration fee reimbursement.** It is anticipated that 2005-2006 candidates will receive their results and feedback about the assessments on or before December 31, 2006. They will apply for their first annual award by May 1, 2007, in order to receive payment by June 1, 2007.

June 1, 2006: Eligible NBC teachers receive annual award and final registration fee reimbursement.

8) Who qualifies for the annual award?

Individuals eligible for the NBC annual award shall meet all of the following qualifications:

- a) The individual is an NBC teacher.
- b) The individual is a teacher. (See question 10)
- c) The individual is employed by a school district in Iowa. (See question 11)
- d) The individual receives a salary as a classroom teacher. (See question 12)
- e) The individual completes the department's annual application process, which includes submitting verification of certification.

- f) The individual has not received an NBC annual award for more than ten years.
- g) The individual has not received state NBC annual awards totaling more than \$50,000.
- h) The individual is applying for the award within one year of being eligible for the award.

An individual who possesses less than a full-time teaching contract shall receive an annual award prorated to reflect the type of contract; i.e., half-time, quarter-time, etc.

9) Who qualifies for the registration fee reimbursement?

Teachers seeking reimbursement shall apply to the DE within one year of registration with NBPTS. Teachers eligible for the registration fee reimbursement program shall meet all of the following qualifications:

- a) The individual has all qualifications required by NPBTS for application for certification.
- b) The individual is a teacher. (See question 10)
- c) The individual is employed by a school district in Iowa. (See question 11)
- d) The individual receives a salary as a classroom teacher. (See question 12)
- e) The individual completes the department's application process, which includes submitting verification of NBC registration.
- f) The individual has not received reimbursement from this program at any previous time.

It is possible for teachers residing out-of-state to qualify for the financial incentives if they meet the above qualifications. Teachers are not required to be Iowa residents. They are required to be teaching students in an Iowa school district.

10) Who is included in the definition of a teacher licensed under Iowa Code section 272.1?

"Teacher" means a licensed member of a school's instructional staff who diagnoses, prescribes, evaluates and directs student learning in a manner which is consistent with professional practice and school objectives, shares responsibilities for development of an instructional program and any coordinating activities, evaluates or assesses student progress before and after instruction, and who uses the student evaluation or assessment information to promote additional student learning.
-Iowa Code section 272.1(14)

11) What does "employed by a school district in Iowa" mean?

This means that the eligible individual is a **full or part-time teacher** employed in a nonadministrative position in a public school district pursuant to a contract issued by a board of directors of a school district under Iowa Code section 279.13.

An individual who possesses less than a full-time teaching contract shall receive an annual award prorated to reflect the type of contract; i.e., half-time, quarter-time, etc.

Substitute teachers, independent contractors, and vendors are not considered employees of the school district. However, full-time permanent substitute teachers employed under individual contracts not included under Iowa Code section 279.13 are considered to be employed by a school district in Iowa if the teachers receive retirement and health benefits as part of their contract.

Teachers who are employees of accredited or nonaccredited nonpublic schools and schools under the control of the State Board of Regents are not considered employees of a school district in Iowa.

12) What does "receiving a salary as a classroom teacher" mean?

A person who receives a salary as a classroom teacher" means a teacher employed by a school district in Iowa who receives any salary compensation from the school district for providing classroom instruction to students in the school district. The term also means a teacher employed by an area education agency in Iowa who receives all salary compensation through pooled school district funds provided to the area education agency to provide classroom instruction to elementary (including pre-kindergarten) or secondary students in one or more school districts.

Curriculum directors, administrators, and other teaching professionals that do not receive at least a portion of their salary for providing classroom instruction to students are ineligible for any annual award.

13) If I apply for NBC, will my name be kept confidential?

The NBPTS ensures confidentiality of candidates throughout the entire certification process.

HOWEVER, under Iowa law, a candidate's name will become public information at the time that the teacher elects to submit his or her application for registration fee reimbursement to the DE. Under Iowa law, the DE must release this information upon request. The names of NBC teachers receiving an annual award will also be public information available upon request.

Part 3: Questions about the Annual Award

Application due: May 1, 2006

14) Who qualifies for the annual award?

See question 8.

15) What annual awards are available?

NBC prior to May 1, 2000: A maximum \$5,000 award per year for ten years or until the teacher's total state annual award amount reaches \$50,000, whichever occurs first. This includes teachers certified prior to 1998 and successful 1998-1999 NBC candidates.

NBC after May 1, 2000: A maximum of \$2,500 award per year for ten years.

IMPORTANT NOTE: Under Iowa Code section 256.44(2) the DE is required to prorate the amount of the reimbursement award and the annual award if the number of applicants exceeds the funding available. As such, applicants will receive the maximum amount or, if necessary, a lesser prorated amount. Annual appropriations by the legislature are required to maintain any NBC award program.

16) When will an NBC teacher receive the annual award?

Iowa law states that NBC teachers must annually submit to the DE an application verifying that they are NBC, an Iowa licensed teacher, employed by an Iowa school district and receiving salary as a classroom teacher. See questions 10, 11 and 12.

Annual award applications are due by May 1 and payment will be made to eligible NBC teachers by June 1 of each fiscal year. The application will contain a check-off for teachers eligible for the final registration fee reimbursement.

For example, it is anticipated that all 2004-2005 NBC candidates will be notified of certification by December 31, 2005. Annual award applications are due to the DE by May 1, 2006, in order to receive payment by June 1, 2006. Current certified NBC teachers would also submit their applications under this timeline.

It is anticipated that new 2005-2006 NBC candidates will not receive notification of certification until December 31, 2006. They will apply for their first annual award by May 1, 2007, in order to receive payment by June 1, 2007.

Annual appropriations by the legislature are required to continue any NBC award program.

Applications for NBC teachers to receive their annual award in June 2006 will be sent via e-mail or can be obtained by contacting:

Jody Crane
Iowa Department of Education
Grimes State Office Building
Des Moines, IA 50319-0146
E-mail: jody.crane@iowa.gov
Telephone: 1-515-281-3333

OR

The Iowa Department of Education's Web site at:
<http://www.state.ia.us/educate/ecese/nbc/index.html>

17) Is sufficient funding available for the 2005-2006 fiscal year to pay eligible NBC teachers their annual award?

For the current 2005-2006 fiscal year, funds are available for annual awards and registration fee reimbursement. Under Iowa Code section 256.44(2) the DE is required to prorate the amount of the reimbursement award and the annual award if the number of applicants exceeds the funding available for each award. As such, applicants will receive their full annual award or, if necessary, a lesser prorated amount. Annual appropriations by the legislature are required to fund any NBC program.

18) Will an NBC teacher with less than ten years of NBC remaining qualify for the annual award?

Any NBC teacher having less than ten years of certification remaining may seek renewal of his or her certification through the NBPTS in order to qualify for the remaining years of award eligibility. For renewal of certification, the candidate must provide evidence that they continue to meet the NBPTS' high standards for practice.

For more information about renewing NBC, contact the NBPTS at 1-800-22TEACH.

19) Will any annual award count towards IPERS?

No. Any NBC annual award is considered an award, NOT salary. Before June 1 of each fiscal year each eligible NBC teacher will be issued the appropriate annual award check from the state of Iowa. The individual teacher will be responsible to pay the appropriate state and federal taxes. The DE will notify state and federal taxing authorities of the award. Each teacher will be issued an IRS Form 1099.

20) For those newly certified teachers, will the final registration fee reimbursement be awarded at the same time as the annual award?

Yes. The annual award application will contain a check-off for those teachers eligible for the final registration fee reimbursement. A separate application is not required to receive the final fee reimbursement.

Part 4: Questions About the \$2,300 Registration Fee Reimbursement

Application deadline for 2005-2006 candidates: September 15, 2005

FOR INFORMATION ON AVAILABLE SCHOLARSHIPS VISIT

WWW.NBPTS.ORG/CANDIDATES/AVAILSCHOLAR.CFM OR CALL 1-888-908-3337

21) Who qualifies for the registration fee reimbursement?

See question 9.

22) How will the \$2,300 registration fee reimbursement be awarded?

Iowa law states that candidates can apply within one year of their NBC registration to receive:

INITIAL: A maximum of \$1,150 of the registration fee upon verification of application.

FINAL: A maximum of \$1,150 of the registration fee upon achieving NBC.

IMPORTANT NOTE: Under Iowa Code section 256.44(2) the DE is required to prorate the amount of the reimbursement award and the annual award if the number of applicants exceeds the funding available. As such, applicants for each award will receive the maximum amount or, if necessary, a lesser prorated amount. Annual appropriations by the legislature are required to maintain any NBC award program.

23) How much funding is available for registration fee reimbursement?

Funds are available for registration fee reimbursement for the 2005-2006 fiscal year. This is a combination of state and federal funds, which are to be used for registration fee reimbursement.

Applicants for the initial and final fee reimbursement categories will receive \$1,150 or, if necessary, a lesser prorated amount. The prorated amount will depend on the number of applicants in each respective category.

24) Does an NBC candidate have to apply for the registration fee reimbursement in order to receive an annual award?

No. A candidate is not required to apply for the registration fee reimbursement. The NBC teacher will receive the appropriate annual award regardless of whether the teacher participates in the registration fee reimbursement program.

25) How can an NBC candidate qualify for reimbursement of the registration fee reimbursement?

The candidate must be a teacher, as defined in Iowa Code section 272.1, an employee of an Iowa public school district, and receiving salary as a classroom teacher. Candidates must submit verification of registration to the DE prior to reimbursement. See questions 10, 11 and 12.

26) What happens if a 2005-2006 candidate misses the deadline?

Under Iowa law, the teacher may submit an application for reimbursement for up to one year from initial registration. If the teacher misses the September 15, 2005, deadline, the next application period for reimbursement will begin July 1, 2006.

27) When will an eligible teacher receive reimbursement?

Shortly after December 1, 2005, the DE will pay each eligible teacher's initial registration fee reimbursement directly to the NBPTS. The reimbursement will not be mailed to the NBC candidate. The initial registration fee reimbursement will be \$1,150 or, if necessary, a prorated amount. The DE will notify all candidates of the amount paid to the NBPTS on their behalf. Candidates must mail the balance of the registration fee to the NBPTS no later than January 31, 2006.

The final registration fee reimbursement of a maximum of \$1,150 will be paid at the time of payment of the first annual award. The annual award application contains a check-off for teachers eligible for the final registration fee award. A separate application is not necessary.

28) Is the final registration fee reimbursement taxable?

No.

29) If an NBC candidate receives the initial reimbursement from the state, will the candidate receive the final reimbursement if the candidate completes the certification process but fails to become certified?

No. The Iowa law requires achievement of certification prior to reimbursement of the final \$1,150.

The law states: "A teacher who receives an initial reimbursement award shall receive a one-time final registration award in the amount of the remaining registration fee paid by the teacher if the teacher notifies the DE of the teacher's certification achievement and submits any documentation requested by the department."

Iowa Code section 256.44(1)a

Candidates may continue to attempt certification for a period not to exceed 36 months from the date an initial, non-refundable fee is processed.

30) Will an NBC candidate be required to reimburse the state if the candidate withdraws from the NBC process after receiving the initial registration fee reimbursement?

Yes. The NBPTS will reimburse any NBC candidate who withdraws prior to the portfolio due date the \$2,300 registration fee less \$300. As such, any candidate who receives an initial registration fee reimbursement from the DE and who withdraws from the NBC process must refund to the DE the **\$1,150**, or the prorated amount, within 30 days of receiving the reimbursement from NBPTS.

For the 2005-2006 certification program year, the portfolio due date is March 31. If a candidate withdraws, he or she is ineligible to reapply for the registration fee reimbursement. Future attempts to become certified must be financed by the candidate or from other sources. Withdrawal does not jeopardize a candidate's future eligibility for the annual award.

31) Can a current NBC teacher receive reimbursement for registration fees paid at the time he or she applied for certification?

No. Only teachers seeking certification after July 1, 1998, are eligible for fee reimbursement.

32) Does a candidate achieving certification in the 2005 - 2006 fiscal year need to complete a separate form for the final registration fee reimbursement?

No. The 2005-2006 annual award application contains a check-off for teachers eligible for the final registration fee reimbursement.

IMPORTANT NOTE: Under Iowa Code section 256.44(2) the DE is required to prorate the amount of the reimbursement awards and the annual awards if the number of applicants exceeds the funding available for each award. As such, applicants will receive an initial and final registration fee reimbursement of \$1,150 each or, if necessary, a lesser prorated amount. Annual appropriations by the legislature are required to fund any NBC award program.

33) Can a 2004-05 candidate still apply for registration fee reimbursement?

Yes. You must apply to the DE within one year of applying to the NBPTS. Contact Pam Pfitzenmaier at pam.pfitzenmaier@iowa.gov or 1-515-281-3333 for additional information.

Part 5: Important Dates to Remember

34) What are important dates to remember for 2005-06?

September 15, 2005	Deadline to submit copy of NBC application to the DE.
December 1-15, 2005	DE will notify candidates amount of registration fee paid on their behalf to the NBPTS.
January 31, 2006	Candidates pay final registration directly to the NBPTS.
December 31, 2006	Candidates will be notified by the NBPTS of certification status.
May 1, 2007	Last day for NBC teachers to submit application for the annual award and registration fee reimbursement to the DE. <i>(Information on applying for the annual award and registration fee reimbursement will be sent via e-mail once candidates are notified of certification.)</i>
June 1, 2007	Candidates will receive annual award payment and registration fee reimbursement.